

December 21, 2011

Please be advised that as a cost saving measure, and to improve our archive system for Hazardous Waste Manifests, the Department of Energy & Environmental Protection is relocating our off-site records storage to another facility. Archived Hazardous Waste Manifests from 1984-2000 will temporarily be unavailable for a few months while these records are packaged, stored and relocated to the new facility, which is scheduled to open on or about April 1, 2013. As a result, effective immediately, we will not be able to fulfill Manifest copy requests for those manifests documenting shipments prior to 2001. We will promptly resume processing requests once the move to new facility is completed.

Manifests availability will be as follows:

- 1984 – 2000: Not available until spring 2013
- 2001 – 2008: We will continue to fulfill requests for available manifests from 2001 thru 2008 without interruption.
- 2009 – 2010 & most of 2011: We continue to be unable to provide any manifests for the years 2009 and 2010 and most of 2011. These manifests have not yet been processed.
- 1/1/12 thru approximately the present time: Hazardous Waste Manifests received since 1/1/2012 are scanned and are available via the standard requests.

We apologize for any inconvenience caused by the relocating of the Hazardous Waste Manifests archives. If you have any questions please contact the Manifest Program at (860) 424-3375 or email [DEEP.manifest@ct.gov](mailto:DEEP.manifest@ct.gov)

Sincerely,



Robert C. Isner, Director  
Waste Engineering & Enforcement Division  
Bureau of Materials Management and Compliance Assurance  
Department of Energy and Environmental Protection